

INTELLIGENCE COMMUNITY STAFF

18 February 1988

NOTE FOR: D/ICS

FROM:

D/PP0

SUBJECT: Talking Points on NAPA Personnel  
Study

1. Attached for your use at the CIA off-site is a two-page set of talking points on the NAPA study.

2. Also attached for further background is a copy of the Terms of Reference for the study.

3. Both the talking points and the TOR are unclassified.

Attachments:  
a/s

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## NAPA Study of Intelligence Personnel Systems

### Background

- o The FY 1988 Authorization Act mandated a study of civilian personnel management and compensation systems--study to be classified and to include virtually all of Community--to be performed by the National Academy of Public Administration (NAPA)--\$500,000 allocated
- o Final report due 20 January 1989--interim reports due 1 May and 1 September
- o Congressional concern is to get a comprehensive baseline of intelligence personnel systems and needs--avoid piecemeal, "ratcheting" requests for changes in existing authorities--NAPA is to make recommendations for legislative or regulatory change it deems advisable

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### Guidance

- o D/ICS convened a senior management policy group in January to endorse Terms of Reference for the study and get senior involvement ([redacted] Bill Odom, Buck Revell, DIA, INR, and the Services attended); this group will provide policy guidance and direction
- o Day-to-day guidance will be provided by a steering group chaired by [redacted] of the IC Staff--representatives from CIA, NSA, DIA, FBI, INR, and the Services--Deputy Personnel Director level--group has met weekly for past two months--developed TOR, devised approach to study, identified needs, objectives, and so on--good Community participation, positive attitude

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### Status

- o RFP issued in early February, followed by NAPA response and iteration--contract set for signature last week (16-19 Feb)
- o Four broad areas of study have been identified:
  - Examine need for change to personnel systems in face of economic, social, and demographic trends
  - Examine present and planned personnel systems to determine if they will be able to attract and retain the people we need
  - Compare intelligence systems with the Federal civil service, pointing out basis for differences
  - Compare needs and requirements of individual Community agencies and offices

- o NAPA effort to be conducted by a 7 member panel of prestigious executives and administrators with public and private sector experience--will meet throughout the year to guide and direct staff efforts and approve report
- o Panel will be chaired by Phil Odeen (NSC background)--Other members include Bobby Inman; Carol Laise (retired ambassador, worked on a small scale NAPA CIA study in late 70s); LTG (Ret.) Julius Becton (currently Director FEMA); Fred Meuter (Xerox Executive); Bill Miller (former SSCI staff director); and Jim Colvard (recently retired Deputy Director of OPM) STAT
- o NAPA working effort to be led by Don Wortman, former DDA/CIA and Frank Yeager, former Director of Personnel at the Department of Labor--along with an admin assistant and editor, Wortman and Yeager will act as a core staff for the study--office space and equipment for the core group has been furnished by CIA (in Key Building)--core staff being processed for staff-like CIA access, including polygraphs--expect approvals shortly--CIA's Office of Logistics and Office of Security have been very helpful STAT
- o NAPA core staff to be augmented by five senior investigators working on a part-time basis--all former NSA, CIA, and OSD SIS-level officers (John Wilson, OSD; [redacted] CIA; [redacted] NSA)--will be cleared to secret level, higher if needed, but not given staff-like access STAT
- o Effort will kick off next week (29 Feb-1 March) with a two-day off-site for Community participants and NAPA core-team and senior investigators--will establish a baseline of understanding of various personnel systems and differences at issue--will supplement preliminary data supplied at the unclassified level
- o Congressional interest has been high--HPSCI and SSCI staff have consulted on Panel member selection and provided input on the direction the study should take--we will stay in touch with staffers throughout the study

#### Outlook

- o Will be important to treat this study as an opportunity rather than as an annoyance--a chance to make significant points and use an independent, objective body to confirm merits of Community needs and proposals to the Congress--[redacted]'s steering group operating with this objective and all Community participants are giving best cooperative efforts--CIA's senior managers should take an active interest in the study and ensure that key personnel objectives are being considered. STAT